

Airport Committee

August 29, 2019

Third Floor County Board Room, Taylor County Courthouse

Call Meeting to Order: David Roiger [via speaker telephone] called the meeting to order at 1:04 p.m.

Members Present: David Roiger, Diane Albrecht, Charles Zenner, Russ Gowey

Members Absent: Mark Hoffman

Other Attendees: Linda Daniels, Fred Ebert, Bob Lee [departed at 1:30 p.m.]

Approve Agenda. A motion was made by Albrecht, seconded by Gowey, to approve the agenda with seven items. A unanimous vote cast, the motion carried.

Approve Minutes. A motion was made by Zenner, seconded by Gowey, to approve the minutes of the June 25, 2019, Airport Committee meeting. A unanimous vote cast, the motion carried.

Vouchers. Fred Ebert, Airport Manager, presented the vouchers. A motion was made by Gowey, seconded by Albrecht, to approve the vouchers as presented. A unanimous vote cast, the motion carried.

2020 Budget. Fred distributed the proposed 2020 Airport Budget. Larry Brandl, Finance Director, was present to answer questions regarding the proposed budget brought forward from the committee. After much discussion, it was moved by Zenner, seconded by Albrecht, to forward the 2020 Airport Budget to the Budget Review Committee. A unanimous vote cast, the motion carried.

Manager's Report. Mr. Ebert discussed the gate at the airport, a wire being burnt off and motor skipping that needed a clutch adjustment. Also discussed were the rotating beacon was chirping and needing a new belt, the Hurd hangar door, with the estimate for the seal/weather seal door being almost \$8,000 and \$1,000 being the labor to fix. Fred was to get other estimates. Bob Lee left the meeting at 1:30 p.m. Another item of discussion was the cropland contract. The current contract was \$125 per acre and there was discussion of changing the amount. Fred will bring a contract to the next meeting for approval. No other action was taken on this agenda item.

Adjournment. A motion was made by Albrecht, seconded by Zenner, to adjourn at 1:40 p.m. A unanimous vote cast, the motion carried.

Secretary: Linda Daniels

Airport Committee

June 25, 2019

Taylor County Community Center

Call Meeting to Order: David Roiger called the meeting to order at 6:00 p.m.

Members Present: David Roiger, Diane Albrecht, Charles Zenner, Russ Gowey, Mark Hoffman

Members Absent: None

Other Attendees:

Judy Gowey	Fred Ebert	Ben Stanfley	Stacy Miller	Don Erl
JoAnn Leader	Larry Brandl	Kitty Ebert	Bob Lee	Pat Jochimsen
John M. Julilin	Patrick Colwell	Darla Jochimsen	Bill Dohm	Lynn Dohm
	Kathy Retterath	Vicky Waldhart	Deb Fierke	Stacy Retterath

Approve Agenda: A motion was made by Zenner, seconded by Albrecht, to approve the agenda with 8 items. A unanimous vote cast, the motion carried.

Approve Minutes: A motion was made by Hoffman, seconded by Gowey, to approve the minutes of the May 24, 2019 Airport Committee meeting. A unanimous vote cast, the motion carried.

Petition open forum: Petition was explained by Airport Manager and floor was open for questions/comments.

Resolution Petitioning the Secretary of Transportation for Airport Improvement Aid: A motion was made by Hoffman, seconded by Zenner, to approve the petition. A unanimous vote cast, the motion carried. The petition will now pass to the county board.

Vouchers: Fred Ebert, Airport Manager, presented the vouchers. A motion was made by Zenner, seconded by Gowey, to approve the vouchers as presented. A unanimous vote cast, the motion carried.

Manager's Report: Mr. Ebert reported on the Eagle River radar run event; how it worked and the different things they did. The event was very well attended by the community. It was suggested that if an event like this was held at the Taylor County Airport it shouldn't be the same weekend as the Oshkosh EAA event.

Airport Committee

May 24, 2019

Third Floor County Board Room, Taylor County Courthouse

Call Meeting to Order: David Roiger called the meeting to order at 1:02 p.m.

Members Present: David Roiger, Diane Albrecht, Charles Zenner, Russ Gowey, Mark Hoffman [arrived at 1:02 p.m.]

Members Absent: None

Other Attendees: Linda Daniels, Fred Ebert, Ben Stanfley, Don Erl

Approve Agenda. A motion was made by Albrecht, seconded by Gowey, to approve the agenda with seven items. A unanimous vote cast, the motion carried.

Approve Minutes. A motion was made by Zenner, seconded by Hoffman, to approve the minutes of the February 8, 2019, Airport Committee meeting. A unanimous vote cast, the motion carried.

Vouchers. Fred Ebert, Airport Manager, presented the vouchers. A motion was made by Zenner, seconded by Albrecht, to approve the vouchers as presented. A unanimous vote cast, the motion carried.

Part-time help at the Airport. Mr. Ebert informed the committee that in preparation for an upcoming retirement, he requested to advertise for a part-time General Grounds & Maintenance Worker. After discussion, a motion was made by Zenner, seconded by Hoffman, to approve advertising for a part-time General Grounds & Maintenance Worker at the Taylor County Airport. A unanimous vote cast, the motion carried.

Manager's Report. Mr. Ebert discussed that he and the Assistant Airport Manager went to the Wisconsin Airport Manager's annual meeting and they learned about the AOPA High School Aviation Stem Curriculum Aviation Initiative for high school students. Also discussed was the camera system, hangar rental form, fly-in dates would be June 26 and August 7, 2019, and holding the Radar Run. Fred was going to attend the Eagle River event to see how it is handled. The committee discussed doing the Radar Run as a community event. The 5-year plan for the Airport will need to be discussed during a public hearing to petition for AIP Funding. Fred would be coming up with dates and the committee would meet after the public hearing to act on the 5-year plan. No other action was taken on this agenda item.

Adjournment. A motion was made by Zenner, seconded by Albrecht, to adjourn at 1:38 p.m. A unanimous vote cast, the motion carried.

Secretary: Linda Daniels

Airport Committee

February 8, 2019

Third Floor County Board Room, Taylor County Courthouse

Call Meeting to Order: David Roiger called the meeting to order at 1:00 p.m.

Members Present: David Roiger, Diane Albrecht, Charles Zenner, Russ Gowey, Mark Hoffman [arrived at 1:02 p.m.]

Members Absent: None

Other Attendees: Linda Daniels, Fred Ebert, Jim Metz [arrived at 1:02 p.m.], Ben Stanfley, Larry Brandl, Brian Wilson; Star News, Don Erl, Robert E. Lee

Approve Agenda. A motion was made by Albrecht, seconded by Gowey, to approve the agenda with thirteen items. A unanimous vote cast, the motion carried.

Approve Minutes. A motion was made by Zenner, seconded by Albrecht, to approve the minutes of the October 12, 2018, Airport Committee meeting. A unanimous vote cast, the motion carried.

Vouchers. Fred Ebert, Airport Manager, presented the vouchers and answered questions from the committee. A correction was made to the vouchers regarding the charge and credit from the highway department for the rental of the loader. A motion was made by Albrecht, seconded by Hoffman, to approve the vouchers as amended. A unanimous vote cast, the motion carried.

Manager's Report. Mr. Ebert discussed that the 2018 budgets were under budget by \$17,000 with Sales and income up from 2017 due to Jet A Fuel sales. Approximate cost to finance for the Airport in 2018 is \$104,000.00. He stated that the Sponsorship workshop was coming up in the near future and the snow removal cost was lower in 2018. No other action was taken on this agenda item.

Updated Assistant Airport Manager job description - Taylor County Airport. Dave Roiger, Airport Chair, went through the changes to the Assistant Airport Manager job description. The only change is making a Class B CDL as a minimum requirement and changing the word desirable to minimum in the heading at that section. A motion was made by Zenner, seconded by Gowey, to approve the updates to the Assistant Airport Manager job description. A unanimous vote cast, the motion carried.

Interim Airport Manager job description - Taylor County Airport. Dave Roiger, Airport Chair, discussed the new Interim Airport Manager job description. The job description was created from the Airport Manager job description to have for the current employee from the Highway Department who is assigned the responsibility. Most of the Interim job description was similar to the original Airport Manager job description. Language regarding being a secretary to the committee was removed for the Interim Airport Manager job description. A motion was

made by Hoffman, seconded by Zenner, to approve the Interim Airport Manager job description, as presented. A unanimous vote cast, the motion carried.

Usage of County Hangar. Discussion was held regarding events held at the Taylor County Airport. It was decided that there should be a written policy/form for event holders to sign. Guidelines to usage will be discussed at a future meeting. No other action was taken on this agenda item.

5-year Airport Plan. Mr. Ebert stated for clarification that the FAA considers it a 6-year plan, which has expired, while Taylor County considers a 5-year plan. Being that the 6-year plan has expired, the plan needs to be redone. Items presented to the committee were land acquisition, ramp reconstruction, runway pavement maintenance/reconstruction, upgrade to LED lighting on runways, new airport terminal, new fuel system, new maintenance shop, taxi-way east, snow removal equipment and develop new hangars. After much discussion, a motion was made by Albrecht, seconded by Hoffman, to approve the 6-year plan for the Taylor County Airport. A unanimous vote cast, the motion carried.

Airport Terminal. Discussion was held regarding remodeling or rebuilding the Airport Terminal. No action was taken. Mr. Ebert was going to get information on construction of a new building to present at a future meeting of the committee.

Closed Session. A motion was made by Gowey, seconded by Hoffman, at 2:05 p.m. to go into closed session pursuant to Section 19.85 (1)(c), for purpose of conducting employment, promotion, compensation or performance evaluation data of the Interim Airport Manager. A roll vote cast, five (5) voting aye, the motion carried.

Open Session. A motion was made by Albrecht, seconded by Zenner, to go into open session at 2:55 p.m. A unanimous cast, the motion carried.

Adjournment. A motion was made by Albrecht, seconded by Hoffman, to adjourn at 2:56 p.m. A unanimous vote cast, the motion carried.

Secretary: Linda Daniels